

AEFLA Local AIDDE Plan Guidance FY2011

Submitted with the FY2010 Regional Annual Report

For your FY2011 AIDDE plan, please address an Educational Functioning Level that is in need of improvement, based in the longitudinal analysis in Section 1 of your annual report. Please submit your AIDDE plan in hard copy along with your annual report.

AIDDE Overview

For your reference, a summary of the general AIDDE process is provided below.

- A- Analyze
- I - Identify
- D- Develop (a plan)
- D- Document
- E- Evaluate

AIDDE Questions

Please complete Steps 1 – 10 regarding this EFL and your improvement plan.

Step 1: Analyze Current Practices

State or list your current practices regarding the EFL you've identified in your annual report and targeted for improvement. For example, if your data shows that your intermediate ESL learner outcomes are poor and you want to improve in this area, what is your current practice in this level? Such as time and intensity, curriculum, lesson plans, and teaching strategies. This is simply a description of what you are doing. You do not have to defend this position.

Step 2: Identify the Problem

Identify the problem, or the cause, of your low outcome in this EFL. If you have not clearly identified the problem based upon collected information you may be drawing an inappropriate conclusion on which you are basing your project. The data, as well as other included information should support your supposition. (See example on next page)

Example Problem and Conclusions:

Problems	Questions	Data/Information Reviewed (in addition to longitudinal data)	Conclusion about Problem
Our very beginning ESL outcome was quite high four years ago, but has declined significantly in the past three years.	<p>*What has changed in our instruction in low level ESL over the past three years?</p> <p>*How has our regional ESL population changed?</p>	<p>*We have reviewed our ESL curriculum over the past three years.</p> <p>*We have reviewed our ESL assessment in this level.</p> <p>*We have reviewed our latest ACS and Census data as well as Labor Statistics.</p>	<p>* We found that we've changed to a thematic approach, whereas our ESL students in this level have workplace goals.</p> <p>*We have found that the reading outcomes remain low even after 70 hours of instruction.</p> <p>*We have found an increase in unemployment in this population, and our curriculum may need to address this shift.</p>

Step 3: State Your Goal

Now that you have reviewed your data and current practices and identified possible causes for low outcomes in your chosen EFL, clearly state the goal of this project or study.

Example Goal (based on the table above): Our goal is to revise our reading curriculum to better meet the current needs of our ESL students in this level, including specific workplace literacy.

Step 4: Develop Your Plan

Now that you have identified the problem and your improvement goals, please describe your plan:

1. Identify which, procedures, practices or materials will you use in your program to meet this goal.
2. List the research or evidence-based practice you used to support your choices in question #4. Identify the author/s and date of the research.
3. In what ways do you believe this new practice or procedure will improve your program?
4. Which staff (name and function—e.g., instructor) will implement the new practice or procedure?

5. What resources are needed for the new activity? For example:
 - a. Fiscal Resources
 - b. Administrative Authority (Who needs to approve the use of the new practice?)
 - c. Training
 - d. New Policies
 - e. New Information
 - f. External Expertise/Consultant
6. List the key steps that you will undertake in planning for the use of the new practice or procedure and the timeline for these steps.

Planning Steps

<i>EXAMPLES</i>	Begin Date	End Date
Locate and obtain materials	Sept. 3	Nov. 10
Train in how to use new practice/procedure	Dec. 1	Dec. 15
Design data collection process	Dec. 1	Dec. 31
Integrate new practice into current practice	Jan. 3	June 30

Step 5: Evaluate the Process

Explain how you will determine whether your AIDDE plan was successful? Please include specific numbers.

- Overall outcome in the identified EFL increases. (ie, EFL outcome increased from 45% to 50%)
- Specific outcomes based on your goal statement (for example, increases the number of students who show improvement on their reading assessments by 30%.)